

FLATHEAD COUNTY FAIR COMMISSION

Meeting minutes from March 9, 2017

The March 9, 2017 meeting was called to order by Sam Nunnally at 6:30 pm in the 4H Building at the Flathead County Fairgrounds

Roll call of members: Sam Nunnally, Mark Carlson, Wes McAlpin, Doug Wise, Butch Woolard and liaison member Pam Holmquist were present.

Staff present: Mark Campbell

Guests present: Sharon Askelson.

Agenda approval: Wes moved to approve the agenda. Doug seconded the motion. All members were in favor.

Previous Meeting Minutes: Meeting minutes from February 9, 2017 were presented. Mark asked to correct the word “ad” to “and” in the second sentence of Manager’s Report. Doug moved to approve the minutes as corrected. Wes seconded the motion. All members were in favor.

Public Comment: Sam called for public comment. Sharon asked for an explanation of this year’s theme – Celebrate. Mark provided an explanation of the community wide showcase event stating the tag line of Montana’s Best will continue to be used within the theme. No further comments were heard.

Manager’s Report: Mark referred to the Commissioners monthly report and provided an update on current activities. The restrooms and ADA work design has been awarded to Montana Creative Architect and Design. Review of the north bleachers has been done with work could be accomplished internally. A short term fix can be done. Issues to be addressed are on both levels of the joists but predominantly the lower portion. Met with Express Services to review scheduling and need areas. Several factors will increase costs of temporary help this year; increase in minimum wage, and slight change for returning staff. Butch asked about continuing the County Finance support of the banking system. Yes, they are continuing the role again this year and will fill Sandy’s void with the new financial analyst position. Still seeking 2 Superintendents to fill vacancies; goats and fine arts.

A special guest, Bailey Bryan, will open for Dustin Lynch. Her contract has been received. Bee Broadcasting is running a talent contest with the winner performing about 6:30 pm, prior to the concert. A demolition derby driver meeting was held with suggested rule changes. Compact Cars, began 3 years ago, and has not seen the entries expected. Without 5 entries by July 5th, this will be cancelled with purses rolled into the main derby. Power Wheel Derby will happen. A drone demonstration is also being planned as an intermission event. This would be instead of the small arena. Robo Dragon will also perform in between the final derby heats. Event schedule and turn-around between them was discussed.

A financial report through February was shared. Revenues are at 85.62% and expenses at 74.86%. A balance of \$196,285.83 including taxes still yet to collect. Expenses are on track with no major items to be considered. We have purchased for trade-in value a Kawasaki Mule from the Parks Department for \$1,250. . Transfer of the CIP balance will be done by the end of the fiscal year. No other concerns were noted.

Committee and Director Reports: No director reports were shared.

Old Business: CDBG Project - Timing for bid documents is still scheduled in mid-April. Construction time is estimated at 90 days which will make it very tight. Board recommended to write into the documents a construction time of 60 days and not wait till after Fair. Butch and Doug expressed concern about how close to fair this will take us. The Board agreed that the restroom project is priority one over the other two elements. Don't give the contractor an option to wait. It makes a very strong and positive statement. Discussion about alternative delivery method contracts, cost controls, and CDBG funding hurdles were shared.

No further old business was brought forward.

New Business: Review of proposed FY 2018 County Budget – The Board reviewed each of the budget elements; Program Description, Goals, Performance Measures, Revenues and Expenses. Discussion about work-load indicators showing the need for increased staffing. Seasonal nature would be up to six months and be the next logical step. The current county rate doesn't compete within the market condition. Butch asked if we're having trouble getting the community service hours. Yes, they are paying their fines rather than working it off.

The operational budget was reviewed with highlights about County guidelines and a summary of significant changes. Explanation of key accounts and some background of past revenues/expenses and plans for the coming year.

The CIP plan was previously discussed but shared again. A placeholder for the east-side road project will be completed and submitted. Butch asked if an inflationary factor was placed on the projects. Yes, a 2% increase in cost is projected annually.

An administrative review of the proposed budget will be held on April 4th at 2 pm. Butch would like to attend that. A Commissioner review of the budget will be held in early May.

No further new business was presented.

Adjournment: Butch moved to adjourn the meeting at 7:50 pm, seconded by Doug. All were in favor.

Submitted by: mc

Approved as submitted:


Chair

4.13.17
Date